

LOCAL RESOLUTION

(EJ and CBTP grants only)

The local resolution is a critical part of the grant application package. Applicants are strongly encouraged to plan ahead and ensure that there is adequate time to get the resolution on the agenda of the governing board in order to meet the application deadline. Applications without the required local resolution will be at a competitive disadvantage.

The local resolution must:

- ☐ State the title of the person authorized to enter into a contract with Caltrans on behalf of the applicant.
- ☐ Be enacted by the application deadline.
- ☐ Be signed by the governing board of the grant applicant.

SAMPLE LOCAL RESOLUTION

**CITY OF CAN DO
RESOLUTION NO. 009-2012**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF CAN DO
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS
WITH THE
CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Board of Directors of for the City of Can Do is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

WHEREAS, a Fund Transfer Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and


WHEREAS, the City of Can Do wishes to delegate authorization to execute these agreements and any amendments thereto;

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NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Can Do, **authorize the Executive Director to execute** all Fund Transfer Agreements and any amendments thereto with the California Department of Transportation.

APPROVED AND PASSED this **4th day of February, 2012.**


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John Doe, Chair

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ATTEST:



Eileen Wright, Executive Director